

Dear Applicant:

Attached is information regarding law enforcement training in the state of Utah. The Utah Peace Officer Standards and Training Academy (POST) is the basic training academy for all law enforcement agencies in Utah. However, we do not hire for these agencies. For specific employment information, contact each agency directly. A list of the law enforcement agencies is available upon request.

All applicants must pass an entrance exam before they will be admitted into the Academy. A \$25.00 fee is charged each time the exam is taken. You must have your exam results prior to entrance into the Academy. A list of the exam centers is attached for your information.

POST conducts six basic training sessions per year. The sessions are primarily filled by sponsored applicants. *Sponsored* applicants are those who are hired by a law enforcement agency. Classes are held five days a week, from 7:30 a.m. to 5:00 p.m. Additionally, there are several night practical exercises that extend the classes until approximately 11:00 p.m.

Financial aid is not available through the POST Academy. However, if you are a veteran you may be eligible for V.A. educational benefits.

POST is working with academic facilities in the state which offer the peace officer certification program. Financial Aid may be available through these programs. For specific information regarding these programs, contact the academic facility directly. A list of contacts is also attached.

This packet explains the minimum requirements for entrance and basic information regarding the physical training for POST certification. Physical training information is attached.

If you are presently a peace officer working in another state and have worked for at least one year, you may apply to take a waiver exam for peace officer certification in the state of Utah. Contact Sheryl Allums at (801) 965-4098 for an application packet, study material, and a date and time to take the exam.

Thank you for your interest in Utah Peace Officer Standards and Training Academy. If you have any questions or need further assistance, feel free to contact us at (801) 965-4080.

Sincerely,

Lt. Mitch McKee
Bureau Chief

MM/jnk

attachments

Rev.10/00

Bridgerland Applied Technology Center	Department of Corrections Fred House Academy
Director: Rod Peterson Address: 1301 North 600 West Logan, UT 84323 Phone: (435) 750-7122 FAX: (435) 750-9997 E-mail: rpeterso@loganutah.org Secretary: Mechelle Welker (435) 753-6780 E-mail: mwelker@m.batc.tec.ut.us	Director: Joe Borich Address: 14727 Minuteman Drive Draper, UT 84020 Phone: (801) 495-6601 FAX: (801) 571-3095 E-mail: ctrain.jborich@state.ut.us Secretary: Shelley Price Phone: (801) 495-6604 E-mail: crtrain.sprice@state.ut.us
Salt Lake Community College School of Continuing Education	Utah Valley State College Police Academy
Director: Jim Hoffman Address: 1521 East 3900 South #330 Salt Lake City, UT 84124 Phone: (801) 957-3922 FAX: (801) 957-3848 Staff: Frank Murray Phone: (801) 957-3409 E-mail: Murrayfr@slcc.edu	Director: Steve DeMille Address: 800 West 1200 South Orem, UT 84058-5999 Phone: (801) 222-8062 FAX: (801) 226-5207
Weber State University & Dixie College Police Academies	Uintah Basin Applied Technology Center
Director: Kent Paskins Address: Weber State University Ogden, UT 84408-4015 Phone: (801) 626-7949 FAX: (801) 626-7070 E-mail: spaskins@weber.edu Secretary: Vicki Jex Phone: (801) 626-7564 E-mail: vjex@weber.edu	Director: Wayne Embleton Address: 1100 East Lagoon Street 124-5 Roosevelt, UT 84066 Phone: (435) 722-7654 FAX: (435) 722-6962 E-mail: wayne@ubatc.tec.ut.us

PEACE OFFICER ENTRANCE EXAM

In January 1997, the POST Council directed the POST staff to develop a process that would assure that individuals entering Law Enforcement have adequate reading, writing, and mathematical skills. Therefore, upon the direction of POST Council, and effective January 1997, anyone applying for the academy must pass an entrance exam.

The entrance exam is administered by the agencies listed below. Scoring is provided through Stanard & Associates, Inc., in order to maintain the integrity of the exam and allow POST a means to verify the completion of the testing requirement.

The exam may be taken at any of the following testing sites. A fee may be assessed and government or state picture identification is necessary. **The results are mailed to you approximately 2 (two) weeks from the test date.** Below are the approved testing sites:

BRIDGERLAND APPLIED TECHNOLOGY CENTER

Monica Thompson
1301 North 600 West
Logan, UT 84321
Phone: (435) 750-3188
Fax: (435) 750-3046

Testing: April - October - Contact Monica for specific dates and an appointment for testing.

COLLEGE OF EASTERN UTAH TESTING CENTER

Jeanette Parker
451 East 400 North
Price, UT 84501
Phone: (435) 637-2120 Ext. 5325
Fax: (435) 613-5112

Testing: 2nd Tuesday and 4th Thursday at 1:00 p.m. by appointment.

COLLEGE OF EASTERN UTAH - SAN JUAN CAMPUS

Ms. Shirley Clarke
639 West 100 South
Blanding, UT 84511
Phone: (435) 678-2201 Ext. 171
Fax: (435) 678-2220

Call for dates and appointment for testing.

DAVIS APPLIED TECHNOLOGY CENTER

Julie Harmer, Assessment Clerk
550 East 300 South
Kaysville, UT 84037
Phone: (801) 593-2332

Testing: Tuesday's only at 5:00 p.m. by appointment only.

Contact front desk for scheduling.

Fee \$35 Requires Picture I.D. and Social Security Card

DIXIE STATE COLLEGE TESTING CENTER

Jim Cox
225 South 700 East (BRN 210)
St. George, UT 84770
Phone: (435) 652-7692
Fax: (435) 656-4016

Testing: Tuesdays 5:00 p.m. by appointment only

Fee \$27

SALT LAKE COMMUNITY COLLEGE SKILL CENTER

Kevin Miller
1575 South State Street Rm W-124
Salt Lake City, UT 84115
Phone: (801) 957-3249
Fax: (801) 957-3315

Testing: Monday - Thursday 6:00 p.m. Limited space for testing, please arrive at 5:30 p.m. for registration. No appointment necessary.

SOUTHERN UTAH UNIVERSITY

Blaine Edwards
Student Development Center
351 West Center ST 169
Cedar City, UT 84720
Phone: (435) 586-5419
Fax: (435) 865-8055

By appointment.

UINTAH BASIN APPLIED TECHNOLOGY CENTER

Wayne Embelton
1100 E Lagoon Street (124-5)
Roosevelt, UT 84066
Phone: (435) 722-4523
Fax: (435) 722-5804

Testing: Contact testing center for appointment. Open every day from 8:00 a.m. to 5:00 p.m. Monday thru Friday.

UTAH VALLEY STATE COLLEGE

Denise Hodgkin
800 West University Parkway Rm AD004
Orem, UT 84058-5999
Phone: (801) 222-8269
Fax: (801) 764-7076

Testing: Mondays 8:30 a.m.

For Special access call: Sarah at 764-7024

For appointments contact Colleen between 8:00 am to 5:00 p.m.

Mondays through Fridays and Tuesdays 8:00 a.m. to 8:00 p.m.

WEBER STATE UNIVERSITY TESTING CENTER

Prasanna Reddy
1112 University Circle
Ogden, UT 84408-1112

Phone: (801) 626-6803

Fax: (801) 626-7812

of month at 9:00 a.m. if appointment is scheduled day before.

Testing: Monday 2:00 p.m., Thursday 9:00 a.m., First Saturday

**PLEASE REMEMBER - THE CERTIFICATE OF COMPLETION OR A COPY MUST BE
ATTACHED TO YOUR APPLICATION!**

REV 11-00

Utah Code Ann. § 53-6-203 outlines the requirements for admission to basic law enforcement training programs.

- (a) The applicant shall be a United States citizen.
- (b) The applicant shall be at least 21 years old at the time of appointment as a peace officer.
- (c) A criminal history background check of local, state, and national criminal history files shall be searched to determine if the applicant has a criminal record.
- (d) The applicant may not have been convicted of a crime for which the applicant could have been punished by imprisonment in a federal penitentiary or by imprisonment in the penitentiary of this or another state.
- (e) Conviction of any offense, not serious enough to be subject to (d) above, involving dishonesty, unlawful sexual conduct, physical violence, or the unlawful use, sale, or possession for sale of a controlled substance is an indication that an applicant may not be of good moral character and may be grounds for denial of admission to a training program or refusal to take a certification examination.
- (i) Notwithstanding Utah Code Ann. § 77-18, regarding expungements, or a similar statute or rule of any other jurisdiction, any conviction obtained in this state or other jurisdiction may be considered for purposes of this section.
- (ii) In this section, "conviction" includes a conviction which has been expunged, dismissed, or treated in a similar manner to either of these procedures.
- (iii) This provision applies to convictions entered both before and after the effective date of this section.
- (f) The applicant shall be a high school graduate or shall furnish evidence or successful completion of an examination indicating an equivalent achievement.

(g) The applicant shall demonstrate good moral character, as determined by a background investigation, which may include consideration of offenses expunged under Utah Code Ann. § 77-18.

(h) The applicant shall be free of any physical, emotional, or mental conditions that might affect adversely the performance of duty as a peace officer, as determined through a selection process by the employing agency.

NOTE!

POST's Policy and Procedures addresses convictions or involvement in criminal offenses.

1. If the applicant has been convicted of a felony, they will not be accepted into law enforcement training.
2. If applicants conviction or involvement is for a misdemeanor, they may not be accepted. However, P.O.S.T. will examine individual records once the applicant furnishes all documentation including police reports, court dockets and a detailed written letter of explanation from the applicant on the circumstances of the arrest.
3. This documentation will only be considered after the appropriate waiting period.
4. The waiting period is four years from the date of conviction or involvement for crimes of dishonesty, unlawful sexual conduct or physical violence. The use, conviction or possession of unlawful controlled substances requires a two or five year wait depending on the type of substances that were involved.
5. If after reviewing Utah Code Ann. § 53-6-203 applicants find they do not meet one or more of the requirements, do not proceed with this application. Applicants with questions as to whether or not they meet the P.O.S.T. requirements should contact the Bureau Chief over Basic Training before proceeding.

ADMISSION AVAILABILITY:

Admission priority will be given to department sponsored students first. Two weeks before the start of a session P.O.S.T. will make a commitment to self-sponsored students. This will be based on the number of available slots in the class and the ranking of the self-sponsored roster.

ANTICIPATED EXPENSES FOR SPONSORED AND SELF-SPONSORED STUDENTS:

You will be required to purchase a physical training uniform (T-shirt, shorts, sweat suit) prior to the first day. Total cost of the uniform is approximately \$54.00 but does vary somewhat (plus State taxes where applicable). You should bring a good pair of running shoes which will be needed on the first day. Any questions concerning the shoes can be answered by contacting any of our staff members at 965-4595.

ADDITIONAL EXPENSES FOR SELF-SPONSORED APPLICANTS ONLY:

- A. A \$100.00 non-refundable deposit made out to "P.O.S.T." must be paid when the application is received by P.O.S.T. Without the deposit your application will not be accepted for processing. The \$100.00 deposit will be deducted from your general admission fee when you have been accepted into an academy session.
- B. A \$15.00 non-refundable cashier's check or money order made out to "Bureau of Criminal Identification" must be paid when application is submitted for processing fingerprint cards.
- C. The general admission fee for self-sponsored commuters (those not staying in the dorm) is as follows: 5 week - \$650.00; 9 Week - \$1900.00; 14 Week - \$2550.00. This will include lunch each day, Monday thru Friday. It also includes the cost of training guides, notebooks, and paper.
- D. The general admission fee for self-sponsored dormers (those staying in the Academy dormitory) is as follows: 5 week - \$800.00; 9 week - \$2120.00; 14 week - \$2920.00. This includes breakfast and lunch, Monday - Friday. It also includes the cost of training guides, notebooks, and paper.
- E. Additional expenses may be necessary during the Academy Session.

All money must be paid no later than the end of the first day of class.

REIMBURSEMENT PLAN FOR SELF-SPONSORED STUDENTS:

If a self-sponsored student is dismissed, drops out of the program, or gets hired, a reimbursement may be applied for. All reimbursements will be on a pro-rated basis.

INSURANCE INFORMATION FOR SELF-SPONSORED STUDENTS:

P.O.S.T. does not provide insurance benefits to students attending the Academy. Students are expected to provide their own insurance protection for injuries that may occur while participating in any basic training program.

PHYSICAL TRAINING REQUIREMENTS:

The recognized factors that make up total physical fitness are cardiovascular endurance, muscular strength and endurance, flexibility, and body composition. All of these areas are tested at the Academy. A student who comes to us overweight and out of shape does not have much of a chance of reaching an acceptable level of fitness within the training time currently available at the Academy.

The physical fitness test will be administered three times. The areas tested are push-ups, flexibility (sit & reach), sit-ups, and 1.5 mile run.

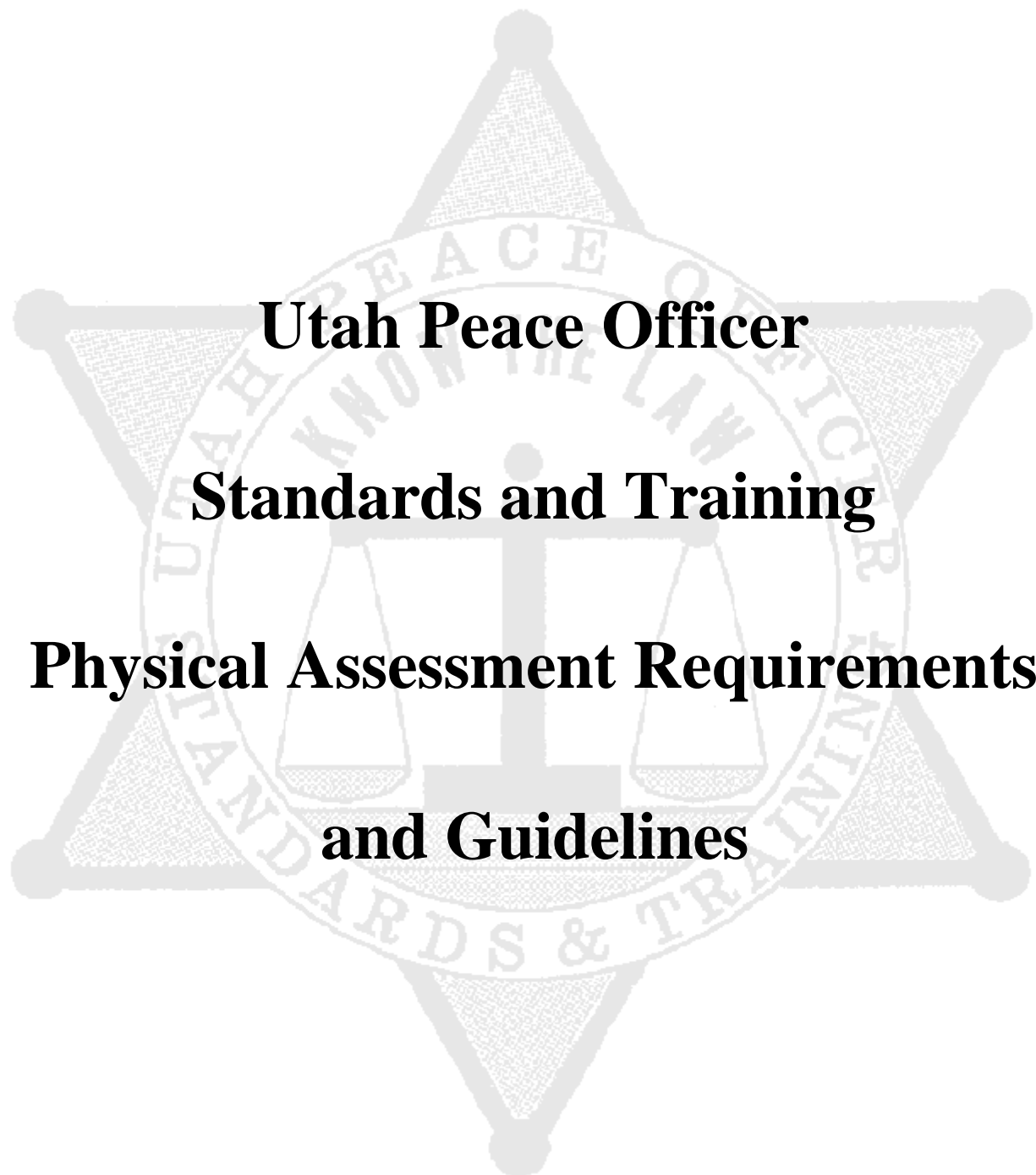
P.O.S.T. strongly recommends that anyone intending to go through a basic training class start on a physical conditioning program before they enter an academy session.

A copy of the P.O.S.T. Physical Fitness Test is attached to this packet.

If you have any questions regarding a conditioning program and would like assistance, feel free to contact any of the basic training supervisors at 965-4595.

ACADEMIC REQUIREMENTS:

Students will be required to maintain a high academic standard through frequent tests and quizzes. Failure to meet the minimum academic requirements will result in expulsion from the Academy.



Utah Peace Officer
Standards and Training
Physical Assessment Requirements
and Guidelines

POST Physical Assessment Requirements

Participants in the Special Function/Reserve Officer, Peace Officer block of training are required to pass the final physical assessment test at 50% in each area to be certified.

Attached are the instructions and required percentiles for POST's physical assessment exercises, to include: flexibility, push-ups, sit-ups, and the 1.5 mile run.

STRENGTH TEST
(PUSH-UPS)
(MEN AND WOMEN)

The subject assumes a front-leaning position with the hands placed where they are most comfortable. The back, buttocks and legs must be straight from head to heels. Begin the push-up by bending the elbows and lowering the entire body until the tops of the upper arms, shoulders and lower back are aligned and parallel to the floor. (A fist may be placed under the subjects sternum and should be touched. Return to the starting position by locking the elbows. During the test the subject cannot rest the body on the ground. It is possible to rest, but one cannot relieve pressure from the upper body while in the resting position. If the subject does not keep the body straight or lock the elbows completely, that repetition does not count. The score is the number of push-ups completed in one minute.

Push-Up 1 Minute	Age 17 - 21	Age 22 - 26	Age 27 - 31	Age 32 - 36	Age 37 - 41	Age 42 - 46	Age 47 - 51+	Percentile SCORE%
MALE	22	20	20	18	17	13	12	40%
MALE	32	30	28	23	22	18	17	50%
FEMALE	10	9	8	8	6	6	6	40%
FEMALE	13	11	10	10	8	7	7	50%

FLEXIBILITY
(USING FLEXIBILITY BOX)

The subject assumes a sitting position on the floor with the legs extended directly in front and the back of the legs pressed firmly against the floor and subject's feet pressed against the front of the flexibility box. The subject should bob forward three times and then push the mark with both hands held together as far forward as possible on the top of the box and hold. The subject should not knock or push the mark forward further than the tops of his/her fingers will reach.

FLEXIBILITY
(USING YARDSTICK)

The subject assumes a sitting position on the floor with the legs extended directly in front and the back of the legs pressed firmly against the floor. The legs are at right angles to a line drawn on the floor and the heels should touch the near edge of the line and be about four inches apart. A yardstick is placed between the legs of the participant so that it rests on the floor with the 15 inch mark resting on the near edge of the heel line. The yardstick should be taped to the floor to insure a constant position. A partner's feet are used to brace the subject's feet so that on the reach the heels will not slip over the line. The subject should bob forward three times and then reach with both hands held together as far as possible on the yardstick and hold.

Flexibility	Age - 20	Age 20 - 29	Age 30 - 39	Age 40 - 49	Age 50 - 59	Age 60 +	Percentile SCORE%
MALE	16.5	16.5	15.5	14.5	13.5	12.5	40%
MALE	18.0	17.5	16.5	15.5	14.5	13.5	50%
FEMALE	20.5	19.5	18.5	17.5	17.0	15.5	40%
FEMALE	21.0	20.0	19.0	18.0	18.0	16.5	50%

CARDIOVASCULAR ENDURANCE
(1.5 MILE RUN)
(MEN AND WOMEN)

The test involves measuring the time spent in running 1.5 miles. The distance covered in a specific amount of time is then used to determine the fitness category of the individual. This test requires a nearly exhaustive effort. It is assumed that the individual has had the proper medical examination and has been cleared for an exercise program.

On the day of the testing, it is recommended that the participant should abstain from smoking or eating for a minimum of two hours preceding the test. It is advisable to allow adequate time prior to the test for stretching and warm-up exercises. An important consideration at the end of the run is the "cool down" period. The participants should be cautioned about standing around immediately after the run, to prevent pooling of the blood in the lower extremities, which reduces the return of the blood to the heart. An additional walk for at least five minutes after the test should be sufficient for the cool down period.

1.5 Mile Run	Age 20 - 29	Age 30 - 39	Age 40 - 49	Age 50 - 59	Age 60 +	Percentile SCORE%
MALE	12:51	13:36	14:29	15:26	16:43	40%
MALE	12:12	12:51	13:53	14:55	16:07	50%
FEMALE	15:26	15:57	16:58	17:54	18:44	40%
FEMALE	14:55	15:26	16:27	17:24	18:16	50%

MUSCULAR ENDURANCE
(BENT-KNEE SIT UPS)
(MEN AND WOMEN)

The subject lies on the back with the knees flexed at a right angle. A partner kneels at the subject's feet and presses down on the subject's insteps to keep the heels in contact with the floor. The hands must remain in contact with the head and the fingers cupped behind the ears. When ready, the signal "go" is given and the subject sits up to touch the knees with the elbows breaking the verticle plane. Without pause, the subject returns to the starting position just long enough for the shoulders to touch the mat and immediately sits up again. The score is the number of sit-ups that can be completed in the allotted time period. Norms have been computed for a one minute period for men and for women.

Sit Up 1 Minute	Age - 20	Age 20 - 29	Age 30 - 39	Age 40 - 49	Age 50 - 59	Age 60 +	Percentile SCORE%
MALE	41	38	35	29	24	19	40%
MALE	44	40	36	31	26	20	50%
FEMALE	32	32	25	20	14	6	40%
FEMALE	34	34	27	22	17	8	50%